

San Antonio College

Faculty Senate – CET Communication

Issue	Common College Calendar
Initiator	Dr. Tom Cox, Faculty Senate Communication Committee Chair
Contact	PHONE: 486-1115 EMAIL: tc Cox@alamo.edu

Background:

The work of San Antonio College is largely supported by a committee structure. Faculty, staff, students, and administrators serve on both standing and ad hoc committees. There is no common college calendar for organizing committee scheduling, however. Committee meetings are scheduled without the knowledge of overlapping meetings, often resulting in committee members not being able to participate or contribute to the committees to which they are assigned.

The SAC Faculty Senate is currently working to promote equity in committee service across the college faculty. It is extremely difficult for faculty to commit to committee service, working around teaching schedules, without knowing when committees regularly meet.

Research Conducted by Senate:

Senate members have received numerous complaints from faculty and department chairpersons regarding the lack of a common calendar for scheduling standing committee meetings.

Senate officers have discussed possibility of creating a common college calendar with Dr. Vela and Dr. Blackwood and have received positive feedback.

1. Charge and Work Products

Faculty Senate requests CET approval for the creation of a common college calendar that will be viewable by all SAC employees and students. At a minimum, consider including the following information:

Date / Time / Location of recurring meetings

Committee contact person

Faculty Senate requests CET develop a process for updating and maintaining a common college calendar and designate a person of primary responsibility.

4 8.18 x 19 7

2. Known Constraints, Criteria, or Design Principles

Use existing scheduling processes, such as Microsoft Outlook.

3. Relevant Strategic Objectives

A common college calendar is essential for SAC employees to support all work being done to achieve the four SAC Strategic Priorities.

4. Vice President with Primary Responsibility

Dr. Blackwood and Dr. Alcorta

5. Internal Stakeholders or Constituents

All administrators, faculty, and staff at San Antonio College.

SAC students serving on standing committees.

6. Deadline for CET Response (30 days from receipt of written request)

December 18, 2016

7. Please send written response to:

Name: Dr. Tom Cox

Senate title: Chairperson, Faculty Senate Communication Committee

Email address: tc Cox@alamo.edu

Curriculum Committee *Draft 11/18/16*

Senate Survey of Faculty:

1. How easy or difficult is it to get students to complete and turn in out-of-class assignments? (1 = very easy, 5 = very difficult)
1 2 3 4 5
2. How has college's emphasis on improving PGR influenced your drop policy? (1 = increased drops, 3 = no influence, 5 = decreased drops)
Before Census drops
1 2 3 4 5

After Census drops
1 2 3 4 5
3. How has college's emphasis on improving PGR influenced your course standards? (1 = lowered standards, 3 = no influence, 5 = raised standards)
1 2 3 4 5
4. To what extent does the time committed to and impact of Department, College and District obligations outside your teaching duties affect your capacity to engage your students? (1 = negative affect, 3 = no effect, 5 = positive affect)
1 2 3 4 5
5. Not including class time or office hours, how many hours a week do you spend on institutional obligations?

6. Do you consider the PGR Win-Win policy potentially punitive for you?

Yes No

7. How do you perceive the 4-day a week schedule's effect on enrollment? (1

= negative affect, 3 = no effect, 5 = positive affect)

1 2 3 4 5

On scheduling?

1 2 3 4 5

On student learning?

1 2 3 4 5

On your capacity for student engagement?

1 2 3 4 5

On your capacity to manage and complete all teaching and non-teaching duties?

1 2 3 4 5

8. Do you feel the Senate represents your concerns? (1 = very poorly, 5 = very well)

1 2 3 4 5

9. Comments?